

## PUBLIC WORKS/SAFETY COMMITTEE

### MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, July 1, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	..... Chair
	Audrey Nelsen	..... Vice Chair
	Bruce DeBlieck	..... Member
	Tim Johnson	..... Member

Others present: Mayor Frank Yanish; Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Jim Felt; Fire Chief Gary Hendrickson.

#### Item No. 1      Call to Order

The meeting was called to order by Chair Christianson at 4:49 p.m.

#### Item No. 2      Public Comments

There were no public comments.

#### Item No. 3      Issuance of Burn Permits within City Limits (Information)

Fire Chief Gary Hendrickson presented for information purposes the issuance of burn permits within City limits. The authority to issue burning permits on behalf of the Department of Natural Resources is designated to the Fire Marshal. As of May 15<sup>th</sup> the Fire Marshal has determined it was in the best interest of the City to stop issuing burn permits within city limits due to the numerous complaints from citizens. This will encourage members of the community to bring their brush to the City's brush site with the expectation it will also minimize burning complaints. An alternative would be that burn permits could be issued during the winter months when there is a three inch snow pack which is sufficient to keep the fire from spreading.

#### Item No. 4      Old Business

Public Works Director Sean Christensen presented project updates on the 2014 Street Improvements. Project No. 1401 Gorton/9<sup>th</sup> Street NW- The contracts are currently being processed. A preconstruction meeting will be scheduled during the next couple of weeks. At the preconstruction meeting, the contractor will provide their project schedule.

Project No. 1404 12<sup>th</sup> Street SE - The contracts for the project are currently being processed. A preconstruction meeting will be held during the next couple of weeks. At the preconstruction meeting, the contractor will provide their project schedule.

Willmar Avenue Railroad Crossing - A meeting was held on-site on June 23<sup>rd</sup> with representatives from BNSF, Duininck, Bolton and Menk, Inc., and the City in attendance. BNSF stated that work on the crossing would begin the week of July 14<sup>th</sup> and the signal work would follow. Although a specific date has not been set, it is expected that Duininck Inc. will resume construction after the track surface has been installed by BNSF and as early as the week of the 14<sup>th</sup>. Construction will require that the traffic on Willmar Avenue be detoured. It is estimated that the detour will be in-place beginning sometime the week of the 14<sup>th</sup> and will remain in place until the new roadway alignment construction is complete.

Project No. 1301-B 2nd St SE – The non-wear paving is complete and the contractor will be seeding and adjusting valves/manholes soon. As soon as the contractor is in town paving other wear courses, they will pave the intersections at Olena and Willmar Avenue.

The MinnWest Lift Station project was awarded to Duininck and they will be clearing trees around the site. They are anticipating the Notice to Proceed on July 7<sup>th</sup> with the News Release on July 14<sup>th</sup>.

The City anticipates closing with Jennie-O next week on the land for their corporate office addition, with site work, paving, and storm water drainage work starting in July.

The Auditorium lead abatement is expected to start in August, and the lead dust has been found to be worse than anticipated. The committee requested Engan present an update on their report and findings on the project at the next Council Meeting on July 7<sup>th</sup>.

Chief of Police Jim Felt noted the jail census for July 1, 2014, was 113, and the calls for service for the previous two weeks totaled 1,106. Fire Chief Gary Hendrickson noted there have been 142 calls for the year so far compared to 121 at this time last year, with far less property loss in the 2014 year. It was highlighted that on July 12<sup>th</sup> the Willmar Fire Department was given permission by Rice Hospital to burn a structure at 525 SW 3<sup>rd</sup> Street. They will send out notices to all residents in the area notifying that the burn will be taking place unless there are high winds.

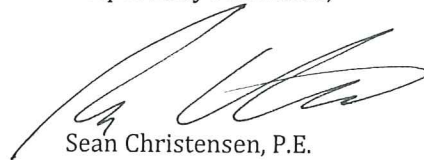
Item No. 5      New Business (Resolution)

Fire Chief Hendrickson presented a recommendation to approve the Kandiyohi County Mitigation Plan developed by City and County Emergency Management staff. The plan identifies policies and actions implemented to reduce risk and future loss. Mitigation Plans form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. FEMA will not obligate funds unless the local or State government meets the requirements and there is a FEMA approved Mitigation Plan in place. The County adopted the Plan on June 3<sup>rd</sup>, 2014 and sent it to the cities in the community to be adopted as well.

A motion was made by Council Member Nelsen and seconded by Council Member DeBliek, to approve the Kandiyohi County Mitigation Plan. The motion carried.

There being no further business to come before the Committee, the meeting was adjourned at 5:25 p.m. by Chair Christianson.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sean Christensen', written over a horizontal line.

Sean Christensen, P.E.  
Public Works Director